http://customercare.hmhco.com/product/techsupport/images/popup/closebtn.gif

**ThinkCentral**

**Viewing or Hiding Resources**

When a teacher is logged in to ThinkCentral, all of the resources they believe they should have access to may not appear, or the list may be so long they wish to hide specific resources. The account menu provides a way to show or hide available resources. Consult the remainder of this technical note for additional details.

The View Resources menu of ThinkCentral can contain a very large number of products depending on what products have been subscribed to by the school or district. A tool in the account menu allows teachers to manage this list to make it easier to work with. Specific products or groups of products can be enabled or hidden from the View Resources menu. To change these settings:

1. Log in to a teacher account on ThinkCentral. The Desktop menu will appear.
2. Click Account. The Account menu will appear.
3. Click Update My Products. The Update My Products menu will appear.
4. In the Filter Available Products section, use the Grade and Subject settings to modify what appears in the Update My Products menu, then click Find. The page will refresh and only display the products that meet the criteria selected.
5. The Available & Selected Products section will show the available products. Products with a checkmark next to them will appear in the View Resources menu. Products without a checkmark will not. Add or remove checkmarks as desired.
6. Click Save when finished. A prompt will appear asking if the user wishes to continue or cancel. Click OK if the changes are acceptable.

Return to the View Resources menu by clicking the ThinkCentral logo in the upper left hand corner, then click Start Here. The View Resources menu will appear and should reflect the changes made in the Update My Products menu.

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